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Teacher Advisory Council (TAC)

July 14, 2020



10:00 a.m.-12:00 p.m.

Fourth Quarter Meeting

Kevin C. Brown, Interim Commissioner
Stacy Noah, TAC Liaison

I. Welcome

Kevin C. Brown, Interim Commissioner, Kentucky Department of Education

 KENTUCKY DEPARTMENT OF EDUCATION COMMISSIONER'S TEACHER ADVISORY COUNCIL (TAC) 			
Member		Representation	Rotating Off
Stephanie Beason	stephanie.beason@warren.kyschools.us	Warren County	March 2021
Chandra Britt	chandra.britt@ksd.kyschools.us	Kentucky School for the Deaf	October 2021
Miles Johnson	miles.johnson@jessamine.kyschools.us	Jessamine County	March 2021
Bo Mullins	bo.mullins@ksb.kyschools.us	Kentucky School for the Blind	October 2021
Lainey Neal	lainey.neal@montgomery.kyschools.us	Montgomery County	March 2021
Noraa Ransey	noraa.ransey@calloway.kyschools.us	Calloway County	March 2021
Jolena Sizemore	jolena.sizemore@laurel.kyschools.us	<u>Laurel County</u>	September 2020
Garris Stroud	garris.stroud@hopkins.kyschools.us	Hopkins County	March 2021
Carrie Walters	carrie.walters@wayne.kyschools.us	Wayne County	March 2021
John Whipple	john.whipple@breckinridge.kyschools.us	Breckinridge County	March 2021
Quentin Johnson	Quentin.johnson@fayette.kyschools.us	Fayette County	October 2022
Jennifer Howard	Jennifer.howard@magoffin.kyschools.us	Magoffin County	October 2022
Taylor Sullivan	Taylor.sullivan@boone.kyschools.us	Boone County	October 2022
Abigail Nash	Abigail.nash@mercero.kyschools.us	Mercer County	October 2022
Allen Hensley	Allen.hensley@fayette.kyschools.us	Fayette County	October 2022
Beverly Rutledge	Beverly.rutledge@carter.kyschools.us	Carter County	October 2022
Tiffany Dunn	Tiffany.dunn@jefferson.kyschools.us	Jefferson County	October 2022

Kim Saylor	Kim.saylor@mboro.kyschools.us	Middlesboro Independent	October 2022
Bryanna Shelby	Bryanna.shelby@jefferson.kyschools.us	Jefferson County	October 2022
Angela Beavin	Angela.beavin@franklin.kyschools.us	Franklin County	April 2023

Call to Order and Roll Call

Please unmute your microphone and enable your camera to introduce yourself and provide district/school name.

Digital Sign In

TAC

Home 2018-2019

Teachers Advisory Council (TAC)

2019-2020

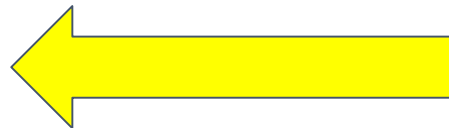
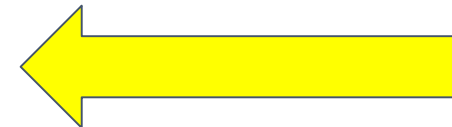
[Click here to digitally check in, each meeting.](#)

Teachers Advisory Council (TAC) Attendance 2019-2020

Please complete this form for each meeting you attend.

Select today's meeting date for attendance purposes.

- ☐ October 15, 2019
- ☐ January 22, 2020
- ☐ April 21, 2020
- ☐ July 14, 2020





Teachers Advisory Council (TAC)
Kentucky Department of Education
Meeting to be held virtually via Microsoft Teams
(See invite for link.)
July 14, 2020
10:00 a.m.-12:00 p.m. ET

The Teachers Advisory Council (TAC) is designed to improve the educational landscape of Kentucky by providing Kentucky's Commissioner of Education with direct input from Kentucky's classrooms. Bridging the gap between policy and practice, the TAC was created to advise the Commissioner on educational priorities so that Kentucky's students are well-prepared for any career they choose. The ultimate goal is effective teaching in every school, every classroom, every day.

AGENDA

I. Welcome

Kevin C. Brown, Interim Commissioner, Kentucky Department of Education

II. Facilities Guidance

Kay Kennedy, Office of Finance and Operations, Kentucky Department of Education
Guiding Question: What needs to be done in school facilities to best prepare them for students in the fall?

III. Food Services Guidance

Lauren Moore, Director, and Katie Embree, Manager, Division of School and Community Nutrition, Office of Finance and Operations, Kentucky Department of Education
Guiding Question: What factors should KDE consider when assisting districts with preparation for food service?

IV. Plan for Reopening Secondary CTE Labs During Summer 2020

Tom Thompson, Office of Career & Technical Education & Student Transition, Kentucky Department of Education
Guiding Question: What do you feel are the biggest barriers to reopening secondary CTE spaces for completion of industry certification and lab-based dual credit coursework?

V. Transportation Guidance

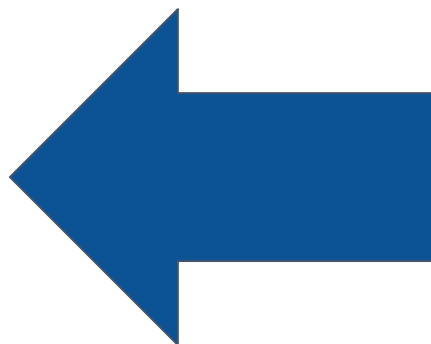
Elisa Hanley and Kay Kennedy, Office of Finance and Operations, Kentucky Department of Education
Guiding Question: What concerns do you have relative to the transportation of students?

VI. Guidance on Safety Expectations and Best Practices for Kentucky Schools (K-12):

Q&A

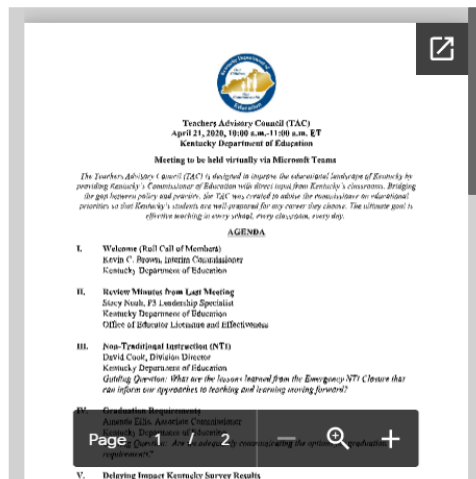
Dr. Connie White, MD, FACOG, Deputy Commissioner for Clinical Affairs
Kevin C. Brown, Interim Commissioner, Kentucky Department of Education

July 14, 2020 Agenda Approval



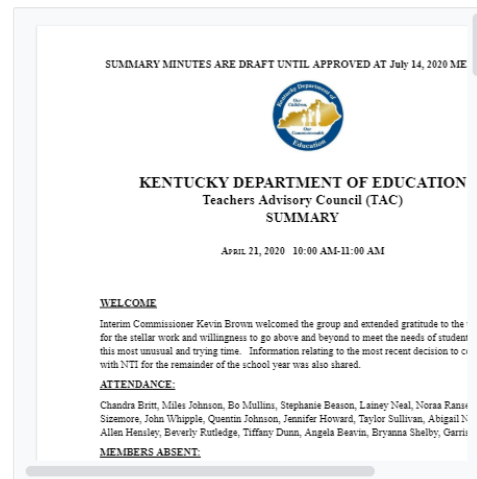
Review Minutes from Last Meeting

3rd Quarter (April 21, 2020)



Agenda

April 21, 2020



Meeting Summary Notes

April 21, 2020



Slide Deck

April 21, 2020



VI. Guidance on Safety Expectations and Best Practices for Kentucky Schools (K-12): Q & A

Dr. Connie White, MD, FACOG, Deputy Commissioner for Clinical Affairs

Kevin C. Brown, Interim Commissioner, Kentucky Department of Education



COVID-19 Considerations for Reopening Schools:

Kay Kennedy, Office of Finance and Operations

*Guiding Question: What needs to be done in school facilities to
best prepare them for students in the fall?*



Reopening Schools - Facilities

- Cleaning and Sanitization
- Facility Utilization
- Building Systems
- Emergency Drills
- Operations

IV. Food Service Guidance

Lauren Moore, Director
Katie Embree, Manager
Division of School and Community Nutrition
Office of Finance and Operations
Kentucky Department of Education

COVID-19 Considerations for Reopening Schools:

Food Service Operations – USDA School Meal Programs

Lauren Moore and Katie Embree

KDE Division of School and Community Nutrition

Child Nutrition Program Initiatives

Food service staff have provided support for meals through:

- Pandemic Electronic Benefit Transfer program (P-EBT)
- Baylor University emergency Meals-to-You program
- Summer Food Service Program and Seamless Summer Option
- Community Eligibility Provision participation

USDA Meal Program Waivers

Waiver:	Waiver Expiration:
Non-congregate feeding*	June 30, 2021
Parent/Guardian Pick Up	June 30, 2021
Meal Service Time	June 30, 2021
Meal Pattern Flexibility	June 30, 2021

Operational Considerations for Inside of the Building

Four main areas of consideration:

- Meal Service Environment
 - Meal service methods, logistics and staffing
- Meal Pattern
 - Menu planning, accommodations for disabilities
- Food Safety Plan
 - Safe food practices and reopening of the kitchen
- Operational Support
 - Operational procedures, outreach and communication with households

Meal Service Environment Considerations

- Start your plan by identifying meal service locations in the building and service methods.
 - Can you serve meals in the classroom, gym or other large, open areas?
 - Can students pick up “grab and go”-type meals to help with meal delivery?
 - Can meal schedule times be adjusted to allow for cafeteria use with reduced capacity?
- During a single meal service period, multiple meal service methods may be utilized with different groups of children in the same school building.

Meal Service Environment Considerations

- After locations and food delivery methods are identified, considerations should be made for the logistics of meal service.
 - Identify the equipment, supplies or resources needed for the meal service method(s) that will be utilized.
 - Stagger meal service periods so arrival and dismissal times limit the amount of contact between students in high-traffic areas.
 - Ensure there is adequate time to allow for proper sanitation between use of tables or other surfaces where multiple groups of students might consume meals.
 - Eliminate self-service stations and the sharing of any food.

Meal Service Environment Considerations

- Food service staff must be mindful of following proper procedures to ensure student safety, as well as their own.
 - Staff will check temperatures and complete any employee health screening according district protocol upon arrival at the workplace.
 - Staff who develop symptoms during the workday shall follow the district's policy for illness.
 - Staff will wear face masks unless a medical exemption has been granted.
- Food service staff (as well as any staff member in the building) may be highly susceptible to the illness, therefore it is important to create a culture of safety among staff.

USDA National School Lunch Meal Pattern

Considerations

- All meal pattern requirements must be met to receive reimbursement for meals served.
 - Considerations should be given to the meal service methods selected and equipment that is available.
 - Is there enough hot/cold holding equipment for transporting and serving meals in alternate locations?
 - Do staff have time for prep work or is there a need to purchase food items that are less labor-intensive?
- Accommodations for Disabilities
 - Accommodations for disabilities, when supported by the proper documentation, must be provided to ensure equal access to the program.
 - Meals must be served in a manner that offers a safe environment for children with food allergies.
 - Work closely with school staff who may be involved in the service of meals to students with allergies to ensure there is clear communication on how to provide safe meals.

Food Safety Considerations

- Each school and/or feeding site is required to have an individualized written food safety plan.
 - Ensure all food safety plans include standard operating procedures for any new meal service methods or newly added procedures in place due to COVID-19.
 - Ensure all food service staff, as well as anyone potentially involved in meal service, is aware of and has received training on the standard operating procedures (SOPs).
 - All staff must have knowledge of and training on relevant SOPs for their job, with an extra emphasis on SOPs for hand-washing, proper glove use, personal hygiene, serving safe food to students with food allergies, cleaning, sanitizing food contact surfaces and the district's food service health policy.

Operational Support Considerations

Clearly written operational policies and procedures must be developed and implemented for food service.

- Food service staff must be knowledgeable about procedures.
- Coordination and communication must occur between food service staff, building administration and other building staff.

Outreach and communication with households

- It is imperative that students' households know and understand how to communicate and interact with the child nutrition program.
 - What methods of communication will be used? Automated call services, email, district website or social media?
 - In non-CEP schools, how will household applications be disseminated, collected and processed?
 - Will you allow vending machines, a la carte sales or visitors in the building during meal service?

Resources

- KDE's SCN has several resources available to assist you with planning meal service operations in the school building.
 - A webinar was held for food service directors on June 25 and the recording is available.
 - During this time, dedicated SCN staff members will be ready to assist with specific questions regarding providing meal service.
 - Email for assistance: kyschoolnutrition@education.ky.gov
 - Indicate "COVID-19 Meal Service Operations Assistance Request" in the subject line.

V. Plan for Reopening Secondary CTE Labs During Summer 2020

Tom Thompson
Office of Career & Technical Education & Student Transition
Kentucky Department of Education

New Guidance Plan for Reopening Secondary Career and Technical Education (CTE) Facilities for Completion of Industry Certifications and Lab-Based Dual Credit Coursework

Tom Thompson

KDE Office of Career and Technical Education

Division of Technical Schools and Continuous Improvement

NEW Guidance (June 29, 2020):

COVID-19 Plan for Reopening Secondary Career and Technical Education (CTE) Facilities for Completion of Industry Certifications and Lab-Based Dual Credit Coursework

COVID-19 Plan for Reopening Secondary Career and Technical Education (CTE) Facilities for Completion of Industry Certifications and Lab-Based Dual Credit Coursework June 29, 2020



[The following guidelines establish a reopening plan for school districts and area technology centers (ATCs) when districts choose to have CTE students return to campus during the summer to complete industry certifications and lab-based dual credit coursework from the 2019-2020 academic year. These general and area-specific guidelines have been approved by the governor's office.

General Requirements

1. Seek guidance from local health department officials when planning to reopen for industry certification testing and/or lab-based dual credit coursework completion.
2. Work closely with their designated [Healthy at Work](#) officer when preparing school settings for summer industry certification testing and/or dual credit lab-based coursework completion, which includes the development of a plan for addressing students who test positive for COVID-19. This plan should be established prior to reopening with input from the local health department.
3. Prepare a plan to determine which students will have the opportunity to test or complete dual credit, prioritizing graduating seniors first.
4. Prepare a communications plan to reach those students who will have the opportunity to test or complete dual credit. Please include parents or guardians on the communications.
5. Confirm student willingness and parent/guardian approval to participate in in-person completion of industry certifications, assessments and lab-based dual credit coursework. If the student is 18 or older, it is requested the student give notice to parent/guardian. If the student is under 18 years of age, parent/guardian permission is required.
6. Require that scheduling of students is conducted in compliance with Kentucky's [Healthy at Work](#) minimum requirements.
7. Anyone entering the school must complete daily temperature/health checks as part of [Healthy at Work](#) minimum requirements.
8. Require that all applicable staff and students be trained on the [Healthy at Work](#) minimum requirements and adhere to [Healthy at Work](#) daily temperature/health checks.
9. Maintain a daily record of all students and staff in the building.
10. Plan for staff and student illnesses by working with the school nurse or health staff, identifying an isolation room and preparing procedures to safely send staff members or students home if ill.
11. Prohibit access to water fountains. Staff and students should be made aware of this prior to being scheduled to work or test/complete lab-based dual credit coursework.
12. Bathroom use must be limited to the number of people that would allow proper social distancing per [Healthy at Work](#) minimum requirements.
13. Require proper handwashing and hygiene. Hand sanitizing must be required for students prior to starting any work within the facility.

Purpose of the Guidance

The Special Superintendents' Webcast on May 19 outlined governor-approved plan for secondary students to return to Kentucky Community and Technical College System (KCTCS) campuses for completion of dual credit lab courses through June 30.

This newest guidance outlines the governor-approved plan for students to return to secondary CTE labs and classrooms (beginning July 1 through the remainder of the summer weeks) to complete dual credit lab courses and industry certification exams from the 2019-2020 academic year.

As previously advised, graduating seniors from the Class of 2020 should be given first priority for the opportunity to return.

Key Elements of the Guidance

The guidelines are categorized by the following:

1. General Requirements
2. Arrival and Dismissal
3. Transition Between Classrooms and Labs
4. Area-Specific Guidance
 - a. Classrooms
 - b. Computer Labs
 - c. CTE Lab Areas

General Requirements

- ✓ Seek guidance from local health department officials when planning to reopen.
- ✓ Work closely with their designated [Healthy at Work](#) officer and ensure the development of a plan for addressing students who test positive for COVID-19. This plan should be established prior to reopening with input from the local health department.

General Requirements

- ✓ Prepare a plan to determine which students will have the opportunity to test or complete dual credit, prioritizing graduating seniors first.
- Prepare a communications plan to reach those students who will have the opportunity to test or complete dual credit. Please include parents or guardians on the communications.
- Confirm student willingness and parent/guardian approval to participate in in-person completion of industry certifications, assessments and lab-based dual credit coursework. If the student is 18 or older, it is requested the student give notice to parent/guardian. If the student is under 18 years of age, parent/guardian permission is required.

General Requirements

- ✓ Require that scheduling of students is conducted in compliance with Kentucky's [Healthy at Work](#) minimum requirements.
- ✓ Anyone entering the school must complete daily temperature/health checks (this includes staff).
- ✓ Maintain a daily record of all students and staff in the building.
- ✓ Prohibit access to water fountains.
- ✓ Bathroom use must be limited to the number of people that would allow for proper social distancing.

General Requirements

- ✓ Require proper handwashing and hygiene. Hand sanitizing must be required for students prior to starting any work within the facility.
- ✓ High-touch surfaces must be cleaned on a recurring basis.
- ✓ All staff and students must wear a cloth mask or face covering in accordance with CTE program safety guidelines, unless total isolation can be maintained. The concept of “when you move, you mask” shall be implemented for all students and staff during transitions between classrooms, labs and all other areas of the building.

General Requirements

- ✓ Adherence to additional requirements by the assessment vendor for industry certifications could be required as well.
- ✓ To the greatest extent possible, keep the same groups of students together as much as feasible in order to minimize contacts and support contact tracing efforts, should a positive case occur within the school.

Arrival and Dismissal

- ✓ Staff and students shall remain in their vehicle or away from the entrance of the school until their designated arrival time. Queuing, waiting areas and waiting lines should be avoided unless proper separation can be maintained. Arrangements shall be made to allow students time to check in and enter class/lab at the appropriate time.
- ✓ No more than the maximum number of people per the [Healthy at Work](#) requirements should be allowed in each area at any given time. If the area to be accessed will not allow 6 feet of separation, the area should be avoided or used in rotation only (i.e., lab tool rooms, storage areas, welding booths).

Transition Between Classrooms and Labs

- ✓ Students will be released in smaller groups, with instructions to maintain social distancing. Preparation will be required to ensure orderly transition. Teachers will set out materials/tools/prints, etc., prior to work.
- ✓ Students moving between labs will make every effort to maintain reasonable distances from one another and instructors.
- ✓ Students will be asked to inform teachers/assistants should they need to move between labs or be excused from labs (as is typical).

Area-Specific Guidance

- ✓ Seating should be separated by at least 6 feet, with designated seating labeled.
- ✓ For sanitation purposes, students may be asked to provide their own materials needed for industry certifications and lab-based dual credit coursework, if possible (i.e., pencils, notebooks, calculators). Schools should be prepared to provide such sanitized materials if the student is not able to provide their own.
- ✓ Computer workstations, desks, materials, equipment, tools and seating should be disinfected after each use.
- ✓ Instruction must be given regarding the use of healthcare personal protective equipment (PPE) when used in conjunction with program-specific PPE.

General Follow-Up Questions?

Please contact the following KDE staff:

Leslie Slaughter, Executive Advisor

leslie.slaughter@education.ky.gov

(502) 564-4286, ext. 4200

Tom Thompson, Division Director

thomas.thompson@education.ky.gov

(502) 564-4286, ext. 4204

VI. Transportation Guidance

Elisa Hanley and Kay Kennedy
Office of Finance and Operations
Kentucky Department of Education

COVID-19 Considerations for Reopening Schools: Pupil Transportation

Division of District Support

Elisa Hanley and Kay Kennedy, OFO

Guiding Question: What concerns do you have relative to the
transportation of students?

Reopening Schools – Pupil Transportation

Pupil Transportation Options:

- Walk
- Car riders
- Bus riders

Survey your families – adjust traffic patterns as needed

Reopening Schools – Pupil Transportation

Mitigation Strategies necessary to ride the bus:

- Wearing a mask
- Assigned Seating
- Temperature Screening
- Hand Sanitizer

Reopening Schools – Pupil Transportation

Number of Students on the Bus:

- Risk Mitigation
- Capacity charts
- Ventilation

Reopening Schools – Pupil Transportation

Employee Health and Safety:

- Self-Assessment Health Screening
- Personal Protective Equipment
- Bus Cleaning and Disinfection

VII. Guidance on Safety Expectations and Best Practices for Kentucky Schools (K-12): Q & A

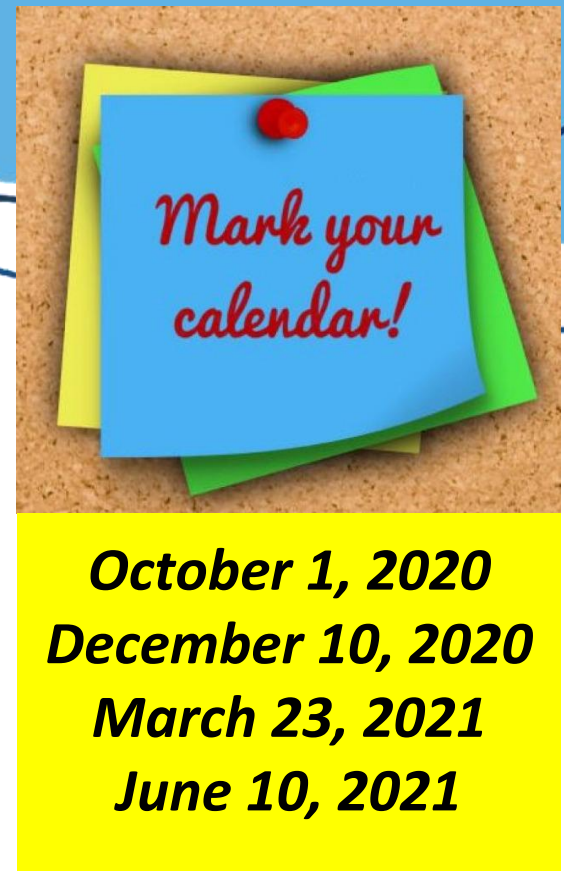
Dr. Connie White, MD, FACOG, Deputy Commissioner for Clinical Affairs

Kevin C. Brown, Interim Commissioner, Kentucky Department of Education

VII. Adjournment

Google Forms Link for Feedback Regarding Today's Meeting

[**CLICK HERE FOR EXIT SLIP**](#)



Kevin C. Brown, Interim Commissioner, Kentucky Department of Education